

**PURPOSE**

The purpose is to establish the policy for the Michigan Department of Health and Human Services (MDHHS) to implement procedures to ensure that all appropriate data containing Electronic Protected Health Information (ePHI) has not been altered or destroyed in an unauthorized manner and that all appropriate data is authenticated for purposes of maintaining data integrity.

**REVISION HISTORY**

Issued: 11/02/2006  
Revised: 01/01/2016  
Reviewed: 01/01/2017  
Next Review: 01/01/2018

**DEFINITIONS**

**ePHI** is the acronym for Electronic Protected Health Information. It is Protected Health Information that is transmitted or maintained in electronic form.

**PHI** is the acronym for Protected Health Information. It is information that can identify a person and contains health related data pertaining to that person.

**Workforce Member** means employees, volunteers and other persons whose conduct, in the performance of work for a covered entity, is under the direct control of such entity, whether or not they are paid by the covered entity. This includes full and part time employees, affiliates, associates, students, volunteers and staff from third party entities who provide service to the covered entity.

**POLICY**

It is the policy of MDHHS to maintain data integrity by incorporating the appropriate mechanisms where necessary, to ensure that those systems with data containing ePHI that have been labeled critical are authenticated and that ePHI is not altered or destroyed in any unauthorized manner.

**REFERENCES**

45 CFR 164.312(c)(1)

**CONTACT**

For additional information concerning this policy, contact the  
MDHHS Compliance Office at  
[MDHHSPrivacySecurity@michigan.gov](mailto:MDHHSPrivacySecurity@michigan.gov).